

CALIFORNIA STATE UNIVERSITY, SACRAMENTO - COLLEGE OF BUSINESS ADMINISTRATION

ACCY 1 (class# 31577 Sec 3) – Accounting Fundamentals, Spring 2013

COURSE SYLLABUS

INSTRUCTOR:	Christopher Wallace BS (Acctg); MA (Econ); CPA.CITP; CISM; CISSP
Office	TAH 2055
Phone	278-6272
Office Hours	TTR: 8.45 – 9:30 (may be on campus, online and by appointment)
Website	www.csus.edu/indiv/w/wallacec
Classroom	Amador 153 (TTR 7:30-8:45am)
Communications	Use the eMail tab in SacCT 9.1. for all <i>course related</i> communications. Saclink email: cwall@saclink.csus.edu
TEXT:	Spiceland, Thomas & Herrmann, <i>Financial Accounting, 2ed</i> , McGraw Hill, 2011 (ISBN 9780078110825). Access to Connect Accounting is required . It can be obtained either by purchasing a textbook with a separate 'Access Code' or by Purchasing <i>Connect Accounting Plus</i> which includes an Access Code + eBook (recommended).

Course Description: Accounting as the basis of an information system with emphasis on concepts and assumptions underlying data accumulation for financial reports. It includes the concepts of income determination and financial position, and accounting for various types of ownership equities.

Prerequisite: Entry Level Math (ELM) test of at least 36 or a CR grade in LS 007A; MS Excel.

Disabled Students: If you have a disability and require accommodations, you should provide disability documentation to [SSWD](#), Lassen Hall 1008, (916) 278-6955 and provide details of any specific requirements -approved by your SSWD counselor- to your Instructor during the first two weeks of the semester.

Important Notes:

1. Students access course materials from folders in [SacCT 9.1](#) and from the links to *Connect Accounting* provided on the course home page.
2. Instruction is in the classroom (AMD 153) but all class Assignments, Quizzes and Exams (including the Final) are completed and submitted online in Connect Accounting.
3. **By enrolling in this course it is assumed that you have read, understand and accept the policies described in the Course Syllabus.**
4. Videos in this course are in mp4 format (suitable for downloading to smartphone or tablet).
5. You must assume full responsibility for any possible technical problems you may encounter on your PC. ***This cannot be used as an excuse for inability to complete an assignment or test timely.***
6. Technical assistance is available at the IRC Services Desk at <http://www.csus.edu/irt/ServiceDesk/index.html>.
7. Technical difficulties in Connect Accounting must be resolved by contacting the Publisher directly. A toll free number to the student helpline is provided when you register for the course in Connect Accounting.
8. Book's website: http://highered.mcgraw-hill.com/sites/0078110823/information_center_view0/
9. CBA student **tutoring** services: <http://www.cba.csus.edu/biz/tutoring.html>.

COURSE OBJECTIVES: After successfully completing ACCY 1, you should have a basic knowledge and understanding of a company's financial and economic resources and the ability to analyze and interpret the results of operations and financial position.

TEST SCORES

Quiz Assignments: 12 @ 20 pts each	240
Exam Assignments: 2 @ 40 pts each + Final (100 pts)	180
Practice Assignments (12)	60
Learn Smart Assignments (12)	60
Homework Assignments (12)	60
Total Points (Basis for final grade)	600

GRADE SCALE

POINTS	GRADE	POINTS	GRADE
540-600	A	390-419	C
510-549	A-	360-389	C-
480-509	B+	330-359	D+
460-479	B	290-329	D
440-459	B-	250-289	D-
420-439	C+	Below 250	F/WU

Learn Smart: 12 assignments @ 5 points each (Total=60 points). The number of questions in each assignment ranges from 50-150, depending on chapter, and take about 1-2 hours to complete. To earn maximum points, assignments must be **100%** complete and submitted by the due date.

Practice: 12 practice assignments @ 5 points each (Total=60 points). These are short interactive presentations (narrated slides followed by 5-10 related questions) that focus on the learning objectives in each chapter and must be submitted by the due date in order to earn credit.

Homework: 12 homework assignments @ 5 points each (Total=60 points). These assignments are based on end-of-chapter exercises and problems. All questions must be successfully answered (and submitted by the due date) in order to earn maximum points.

QUIZZES: 12 quiz assignments @ 20 points each (Total: 240 points). A quiz can be started **any time** during the *open period* but must be completed within **1 hour** after starting. **The clock starts ticking once a quiz is begun and cannot be temporarily stopped.** Most quizzes are due by midnight on Saturdays, but not all (see Schedule below).

EXAMS: Two mid-term exams (40 points each) and **one** comprehensive final exam (100 points). **90 minutes** are allowed for mid-terms; **(2 hours)** for the Final exam. The open period for exams is shorter than for quizzes but, similar to quizzes, they cannot be temporarily halted once started.

- A score of **75** or higher on the Final is an automatic pass for the course ('C' or higher), regardless of total points earned to date.

Notes on Assignments, Quizzes & Exams:



- i. All Assignments, Quizzes and Exams are completed **online** in Connect Accounting (i.e. outside the classroom).
- ii. *Start* time is **6:00am** and *end* time is **11:59pm** on the dates specified in the course schedule (below) and in Connect Accounting. As indicated above, Quiz times are limited to 60 minutes and Mid-Terms to 90 minutes once started.
- iii. Any incomplete assignments, quizzes or exams will be *automatically* submitted on the due date. Where more than one attempt is allowed for an assignment, only the highest score is considered for grade purposes.
- iv. Only total scores show after a quiz or exam is submitted. Solutions and feedback are available 5 minutes after the deadline (i.e. 12:05am).
- v. *Makeups* for Quizzes and Exams are not allowed for any reason. Grades are based on total raw scores as outlined in the Grade Scale above (i.e. not based on a curve).

DROP POLICY: We follow CBA drop policy (see: <http://www.csus.edu/indiv/c/chingr/add-drop.htm>). Use MySacState to drop the course during Week 1-2. Registered students who fail to attend classes during the first two weeks will be automatically dropped. After the sixth week of the semester (census date), reasons to drop must be compelling, in writing and are subject to Administrative approval.

ADD POLICY: Use [MySacState](#) to add the class during Week 1-2. If you wish to add after week 2, contact the Undergraduate Programs Office (TAH2028) and send me an email request to be temporarily added in SacCT9.1. Maximum enrollment is 122 students. You can earn credit for any quizzes or exams taken in SacCT (after temporary enrollment but prior to official registration in the course) but no makeups are allowed for any missed assignments, quizzes or exams.

HONOR CODE: Studying in pairs or groups is encouraged but you are **trusted** to **complete exams and quizzes independently of help from anyone else**. Any violation of this policy will, if discovered, result in a failing grade. Rules relating to academic honesty are governed by university policy. For details see: <http://www.csus.edu/umannual/AcademicHonestyPolicyandProcedures.htm>

COURSE SCHEDULE – SPRING, 2013

Weekly Meeting Dates (Note: HW & Tests open on Mon)	Activities	Homework Assignment Exercises & Problems	Due Dates: All Assignments, Quizzes and Exams due by 11:59pm
1/29-1/31	Introductions & Course Overview SacCT 9.1 & Connect Accounting	BE= Brief Exercise; E= Exercise; P= Problem	
2/5-2/7 2/12-2/14	Chapter 1: Accounting Information & Decision Making <ul style="list-style-type: none"> • Measuring & communicating business activities • Understanding the conceptual framework (App) 	BE: 1-4, 1-5, 1-8 E: 1-4, 1-6, 1-8, 1-14 P: 1-3a, 1-3b, 1-5a	2/17
2/19-2/21	Chapter 2: The Accounting Information System Understanding the nature of external transactions; Learning how to compute account balances	BE: 2-3, 2-7, 2-10 E: 2-5, 2-16 P: 2-9a	2/24
2/26-2/28	Chapter 3: The Financial Reporting Process Accrual basis accounting Revenue recognition and the matching principle	BE: 3-9, 3-10 E: 3-5, 3-8, 3-14 P: 3-5a, 3-5b	3/3
3/5-3/7	Chapter 4: Cash and Internal Controls Understanding internal controls Cash control and bank reconciliations	BE: 4-8, 4-10 E: 4-10 thru 4-15 P: 4-3a	3/10
3/12-3/14	Chapter 5: Receivables and Sales Direct write-off & allowance methods Accounting for notes Receivable	BE: 5-4, 5-5, 5-9, 5-12 E: 5-3, 5-6, 5-11 P: 5-3a, 5-3b	3/15 (Fri)
3/15-3/17	Mid Term Exam 1 (chap 1-5)		3/17 (Su)
3/19-3/21	Chapter 6: Inventory and Cost of Goods Sold Inventory flows and costing methods Perpetual and periodic inventory systems	BE: 6-22 E: 6-5, 6-8, 6-11, 6-13 P: 6-1a, 6-3a, 6-4a	4/7
3/24-3/30	 SPRING BREAK 		
4/2-4/4	Chapter 6: Inventory and Cost of Goods Sold (cont'd)		4/7
4/9-4/11	Chapter 7: Long Term Assets Accounting for tangible and intangible assets Cost allocation and the disposal of assets	BE: 7-1, 7-8 E: 7-3, 7-6, 7-8, 7-18 P: 7-4a, 7-5a, 7-8b	4/14
4/16-4/18	Chapter 8: Current Liabilities Accounts and notes payable Payroll liabilities and accounting for contingencies	BE: 8-9 E: 8-2, 8-8, 8-10 P: 8-2a, 8-4b	4/21
4/23-4/25	Chapter 9: Long Term Liabilities The issuance and retirement of bonds Other long-term liabilities	BE: 9-12, 9-16 E: 9-5, 9-13, 9-14 P: 9-1a, 9-2a, 9-3a, 9-4a	4/28
4/30-5/2	Chapter 10: Stockholders' Equity Common, preferred and treasury stock Dividends, retained earnings and the statement of stockholders' equity	BE: 10-14 E: 10-3, 10-5, 10-9 P: 10-2a, 10-4a, 10-6b	5/3 (Fri)
5/3-5/5	Mid Term Exam 2 (chap 6-10)		5/5 (Su)
5/7-5/9	Chapter 11: Statement of Cash Flows Operating, investing and financing activities Direct and indirect methods	BE: 11-4, 11-8, 11-9, 11-15 E: 11-8, 11-11, 11-13, 11-14 P: 11-2b, 11-4a, 11-7a	5/12
5/14-5/16	Chapter 12: Financial Statement Analysis Vertical and horizontal analysis Risk and profitability analysis	BE: 12-4, 12-5, 12-7, 12-8, 12-10, 12-15 E: 12-4, 12-5, 12-13 P: 12-1a, 12-3a, 12-4a	5/16 (Th)
5/16-5/20	FINAL EXAM (comp)		5/20(Mo)
	Grades published in SacCT9.1 Grades submitted to Registrar	5/21 5/23	

Note: Study at your own pace but stay within the timeframes indicated in the Course Schedule to avoid falling behind.

All the relevant course rules and procedures are contained in this syllabus (and will be further explained during Week 1); so read it carefully and be sure you understand all the provisions outlined above.